

How to Enter ASVAB Scores

READ EVERYTHING BEFORE YOU DO ANYTHING...

- ASVAB crosses all pathways. Entering a student score once will populate all pathways in which the student is enrolled
- Remember, this will only reflect CURRENT YEAR data

1. Log into TEDS
2. Select your school (if you have access to multiple schools)
3. Click on Career Readiness

YOUR TECHNICAL SCHOOL [8888888888] - 2016-2017

TEDS

Home (System Messages)

Secondary School Administrator

Select School

School Wide Enrollments

Student Search

Career Readiness

Pathway Sections

Academic Enrichment 32.0101

Accounting 52.0301.00

Accounting/Data Processing 52.0302

Administrative Support 52.0401.00

Allied Health 51.0000.01

Business Management 52.0201.01

Business Multimedia 52.0501.00

Entry Level Collision Repair Painter 47.0603.01

Welder Entry Level 48.0508.01

Follow Up

Close Page

Career Readiness List

Enrollment Search Criteria

First Name:

Last Name:

Last four # of SSN:

SSID:

Student Objective:

Education Level:

Student Status:

Active

All Students

Inactive

Search

4. Change **Student Status** to All Students
5. Click Search. You now have a list of all students enrolled in your pathways.

Name	SSID	Pathway	WorkKeys Certificate Level	ASVAB (AFQT)		KOSSA	College Ready
Austin Gerri		Administrative Support	Platinum	<input type="text"/>	Industry Certificates	Not Tested	No
Austin Gerri		Administrative Support	Platinum	<input type="text"/>	Industry Certificates	Not Tested	No
BROWN JOHNNY	9991254785	Administrative Support	Platinum	76	Industry Certificates	Not Tested	No
BROWN JOHNNY	9991254785	Allied Health	Platinum	76	Industry Certificates	Not Tested	No
Brown Sheila Ann	1995846515	Accounting		<input type="text"/>	Industry Certificates	Not Tested	No

6. Click in the **ASVAB** box for the appropriate student.
7. Enter the score earned by the student.
8. Repeat for each student who has an ASVAB score. If not taken, leave box blank.
9. Click **SAVE**.